



CITY OF BURLINGTON
Committee of the Whole Minutes
Jeannie Hefty, Mayor
Diahnn Halbach, City Clerk
Tuesday, June 7, 2016

1. Call to Order/Roll Call

Mayor Jeannie Hefty called the meeting to order at 6:31 p.m. starting with roll call. Aldermen present: Ed Johnson, John Ekes, Bob Grandi, Ruth Dawidziak, Tom Vos, Jon Schultz, Tom Preusker and Todd Bauman. Excused: None.

Also present: City Administrator Carina Walters, Director of Administrative Services Megan Watkins, City Attorney John Bjelajac, DPW Director James Bergles, Building Inspector Gregory Guidry, Police Chief Mark Anderson, Rescue Squad Chief Brian Zwiebel, and Tom Foht of Kapur & Associates.

2. Citizens Comments and Questions

Bob Lois, 632 Madison Street and owner of Lois Store-All on Droster Avenue, ask the City if they would consider providing 60-90 feet of black top for a portion of road that is currently a strip of gravel and potholes.

3. Approval of Minutes from May 17, 2016

A motion was made by Vos with a second by Preusker to approve the minutes from May 17, 2016. With all in favor, the motion carried to approve the minutes.

4. Topic: Presentation – State Representative Robin Vos to provide a Legislative Update.

Representative Vos provided updates on prevailing wage changes, local government facility building materials tax exemption, state broadband expansion, further flexibility for TIF financing, historic preservation tax credit, the retention of the local government property insurance fund program, modernized law for advanced technology, modernized election law, and the unresolved funding transportation.

Schultz thanked Vos for his presence as well as his volunteer efforts at Chocolate Fest. Schultz further urged Vos to continue to review the liquor license law as the City of Burlington would benefit greatly with an increase in the number of licenses allowed.

5. Topic: Resolution 4791(10) – to consider approval of the 2015 Compliance Maintenance Annual Report (CMAR) for the Burlington Wastewater Treatment Plant.

Mayor Hefty introduced Resolution 4791(10). Bergles reviewed the Compliance Report and stated that the overall grade point average for the city is a 4.0, which is outstanding.

Ekes asked how this score compares with other municipalities. Bergles responded that he has never seen the full report, which includes over 600 other plants, but that he would locate it and report back.

Preusker asked what are the repercussions or consequences for a poor grade. Bergles replied that the DNR would become involved and require improvements and upgrades.

6. **Topic:** Resolution 4792(11) - to consider a resolution authorizing a Grant Agreement with WIN Properties, LLC for property located at 425 N. Pine Street as part of the Wisconsin Economic Development Corporation Community Development Investment Grant.

Mayor Hefty introduced Resolution 4792(11) and then handed it over to Walters for further information.

Schultz asked if there was any cost to the City. Walters replied that there is no cost to the City and that Shad Brannen is responsible for the costs related to this project.

7. **Topic:** Resolution 4793(12) – to authorize the acceptance of up to \$24,760 in Wisconsin Economic Development Corporation Site Assessment Grant funds for the environmental site work at 221, 241, 249, and 261 E. Chestnut Street.

Mayor Hefty introduced Resolution 4793(12) and then handed it over to Walters for further information.

Walters stated that on April 6, 2016 the Community Development Committee (CDA) authorized staff to apply for a Site Assessment Grant with the Wisconsin Economic Development Corporation (WEDC) to relieve city expenditures with environmental remediation of the vacant city-owned parcel on E. Chestnut and N. Dodge Street. Walters further stated the WEDC has awarded the City up to \$24,760 and the City would be responsible for the remaining cost of \$12,380. Walters went on to say that the CDA has approved an offer to purchase from Core Upgrades, LLC for this property for future development.

Preusker asked if there was any kind of development agreement included with this offer. Attorney Bjelajac responded that there was a development agreement in the original draft and unless there is some reason not to include that, it will be part of the final agreement.

Vos asked if the \$36,000 is the cost to clean the site. Walters responded that the \$36,000 is the cost to do the study to find out what needs to be remediated and that once the City knows the scope of remediation it will work with Core and their offer to purchase and find an agreeable settlement.

8. **Topic:** Resolution 4794(13) to consider authorizing Carlson Dettmann Consulting to complete an employee Classification and Compensation Study in the amount of \$29,600 plus expenses.

Mayor Hefty introduced Resolution 4794(13) and then handed it over to Walters for further explanation.

Walters stated that during the 2016 Budget sessions, Council had directed staff to have a compensation and classification study completed to analyze current market rates and benefit options among comparable municipalities. Staff released a Request for Proposal (RFP) and

received three responses. Staff interviewed the three candidates and found Carlson Dettmann Consulting to be the most comprehensive company with the ability to provide the necessary study in a timely manner. Walters then introduced Patrick Glynn, Senior Consultant for Carlson Dettman.

Glynn reviewed their process and policies including market comparisons, market position, and pay structure.

9. **Topic:** Motion 16-840 to consider approving an Agreement with FiveStar Fireworks for the City of Burlington's Annual 4th of July Celebration.

Mayor Hefty introduced Motion 16-840 and opened it up for discussion. There was no discussion.

10. **Topic:** Motion 16-841 to consider approving a Certificate of Appropriateness for 564 N. Pine Street.

Mayor Hefty introduced Motion 16-841 and opened it up for discussion. There was no discussion.

11. **Topic:** Motion 16-842 to consider allowing yard sale signs in the right-of-way during the City-wide yard sale, July 29-30,2016.

Mayor Hefty introduced Motion 16-842 and opened it up for discussion.

Watkins reviewed and explained why the temporary change was needed and stated there were many complaints and upset residents because their signs had been removed which resulted in many out of town guests having a difficult time locating these advertised yard sales. Preusker was concerned about setting a precedence; however council agreed that the community wide rummage sale brings many visitors to the city and allowing the exception for residents to post these signs in the right of way would make it easier for out of town guests to locate these yard sales.

12. **Adjourn**

A motion was made by Schultz with a second by Ekes to adjourn the meeting. With all in favor, the meeting adjourned at 7:38 p.m.

Minutes respectfully submitted by:

Diahnn C. Halbach
City Clerk
City of Burlington